



Auglaize County Engineer  
1014 S. Blackhoof Street, P.O. Box 59  
Wapakoneta, Ohio 45895

419-739-6520  
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## **Tax Map Associate**

*Posted 9/25/2025*

### **Job Summary**

Full time, classified position with benefits. Position description is available. Under the general direction of the County Engineer, and supervision of the Tax Map Manager, the tax map associate provides administrative and clerical support duties in the Map Offices, reviews and approves legal descriptions for conveyances, reviews land surveys, and maintains the County tax map on AutoCAD and GIS platforms.

### **Career and Education Level**

Entry-level with High School diploma

### **Experience/Certification Required:**

High school graduate with 1-2 years of related experience or training in surveying or land conveyance records, computer-aided drafting and GIS software experience is preferred

### **Salary/Benefits**

Full-time (40 hours per week) with full health insurance, Ohio Public Employee Retirement contributions (OPERS), dental, vision, and other supplemental insurance available.

Salary based on qualifications and experience.

### **Instructions to apply:**

Resume, cover letter and completed application must be mailed to Auglaize County Engineer, PO Box 59, Wapakoneta, OH 45895 or emailed to [abaumer@auglaizecounty.org](mailto:abaumer@auglaizecounty.org) until the position is filled. The application and job description can be found at [www2.auglaizecounty.org/employment-forms-and-applications](http://www2.auglaizecounty.org/employment-forms-and-applications). Contact the County Engineer's Office for further questions, 419-739-6520